



Careers Job Aids (jobs.ks.gov)

Direct Link to Job Posting

NOTE: *The Careers portal will automatically adjust to the size of the device you use. Performance or access can be impacted by your device and your internet service or Wi-Fi connection.*

The URL is below. The two parts you need to change are highlighted.

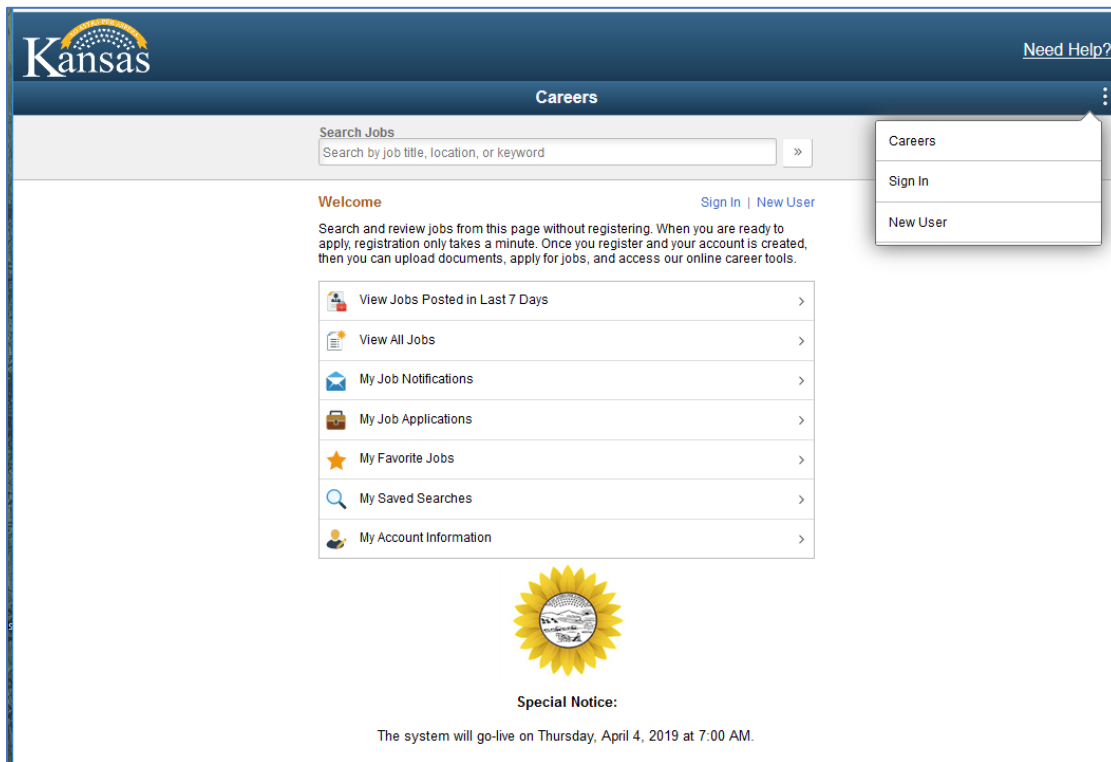
https://jobs.sok.ks.gov/psp/sokhrprdcg/APPLICANT/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?Page=HRS_APP_JBPST_FL&Action=U&FOCUS=Applicant&SiteId=1&JobOpeningId=192582&PostingSeq=1

- 1) Change the **JobOpeningID number** to your job opening number.
- 2) If you have more than 1 Job Posting in your Job Opening, you will need to adjust the **PostingSeq number**.

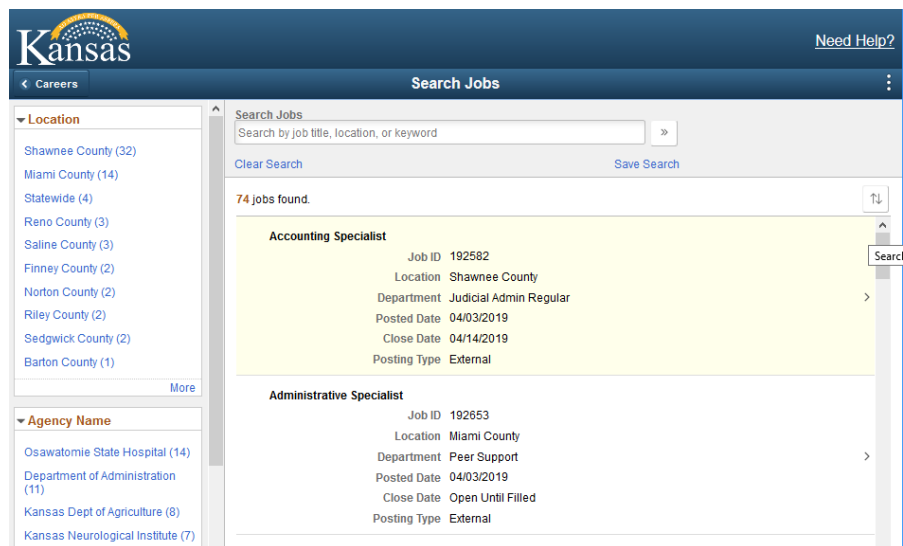
You may also retrieve the link from the **Email a Job page** in Careers. See Instructions below.

Start at the Kansas Employment Center website at <http://jobs.ks.gov> and click the Careers button.

1. Click [View Latest Jobs](#) to view the Search Jobs page.



2. Click on a job posting in the results.



Kansas Need Help?

← Careers Search Jobs

Search Jobs
Search by job title, location, or keyword >>

Clear Search Save Search

74 jobs found.

Accounting Specialist

Job ID 192582
Location Shawnee County
Department Judicial Admin Regular
Posted Date 04/03/2019
Close Date 04/14/2019
Posting Type External

Search Results List

3. On the job posting click the **Email this Job** link. The Email Job page will open.

Job ID 192582

Location Shawnee County

☆ Add to Favorite Jobs

✉ Email this Job

Copy the link from email message:

Cancel Email Job Send

Enter the email address of the the person you are sending the job too. Seperate multiple email addresses by commas. When you are finished, press the Send button.

*To

*Your Name Kristine Scott

Subject Interesting job at State of Kansas

Message Kristine Scott saw this job opening and thought you might find it interesting:

Accounting Specialist
State of Kansas
Shawnee County

We would like to invite you to visit State of Kansas Careers to complete your application.

DIRECTIONS:
1. Select the link below to access our Careers site.
2. Sign In to access your account or if you are not an existing user select the New User link to create one.
3. Review the job description and select the Apply button to begin your application.

https://jobs.sok.ks.gov/psp/sokhrprdcg/APPLICANT/HRMS/c/HRMS_HRAM_FL_HRS_CG_SEARCH_FL_GBL?Page=HRS_APP_JBPST_FL&Action=U&FOCUS=Applicant&SiteId=1&JobOpeningId=192582&PostingSeq=1

Thank you.

**Disclaimer: Please note that any views or opinions presented in this email are solely those of the sender and not the State of Kansas as an employer.